

CITY OF RIVERSIDE COUNCIL MEETING AGENDA
RIVERSIDE COUNCIL CHAMBERS
60 N GREENE ST

Tuesday, September 3, 2024 @ 6:00 PM

The meeting will be recorded and can be viewed live by visiting the city website at www.riversideiowa.gov

NOTICE TO THE PUBLIC: This is a meeting of the City Council to conduct the regular business of the city. Every item on the agenda is an item of discussion and action if needed.

1. Call meeting to order
2. Roll Call
3. Approval of Agenda
4. Consent Agenda
 - a. Minutes
 - b. Expenditures
 - c. Alcohol Permit – Riverside Casino
 - d. Alcohol Permit – Peppercorn Food Company
 - e. Street Closing – Shop the Park
5. **Public forum: 3 minutes per person. See guidelines for public comments at the Clerk’s table.**
6. English River Watershed, Ryan Schlabaugh
7. City Engineer’s Report (Axiom Consultants)
 - a. Boat Ramp
 - i. Consider resolution to approve final acceptance of the Hall Park Boat Ramp (2024-64) **pg. 11**
 - ii. Consider resolution to approve Pay Request #3 to Bowker Pinnacle for Hall Park Boat Ramp **pg.13**
 - b. Hall Park Master Plan **pg.15**
 - c. Capt. Kirk ADA Ramp
 - i. Consider resolution to approve final acceptance of Captain Kirk ADA Ramp from All American Concrete **pg. 23**
 - ii. Consider resolution to approve Pay Request #3 to All American Concrete for Captain Kirk ADA Ramp **pg. 25**
 - d. Third Street

CITY OF RIVERSIDE COUNCIL MEETING AGENDA
RIVERSIDE COUNCIL CHAMBERS
60 N GREENE ST

e. Cherry Lane Extension

f. Community Center

8. City Administrator's Report

a. Iowa League of Cities Annual Conference pg. 28

b. Fall Clean Up – October 19th

c. Leaf Pick Up

9. Closing Comments

10. Motion to Adjourn

RIVERSIDE CITY COUNCIL MEETING: Monday, August 19th, 2024

The Riverside City Council meeting started at 6:01 PM in the Riverside City Council Chambers. Mayor Allen Schneider called the meeting to order, with Ryan Rogerson, Lois Schneider, Tom Sexton, and Kevin Kiene present. Kevin Mills was absent.

Motion made by Rogerson, seconded by Sexton to approve agenda removing item 6. Passed 4-0.

Motion made by Kiene, seconded by Rogerson to approve consent agenda of minutes, expenditures, and July Fire Department Report. Passed 4-0.

Chad Ellis, Washington County Sheriff's Department, gave a report on July calls and discussed parking enforcement.

Jed Wolf, PeopleService, gave a report on July water & wastewater operations and discussed replacement of the pH and Conductivity probes at the Water Treatment Plant.

Motioned by Rogerson, seconded by Schneider to pass resolution 2024-60 to accept an estimate from Lino for replacement and installation of pH and Conductivity probes at the WTP in the amount of \$13,705. Passed 4-0.

Brian Boelk, Axiom Consultants gave the City Engineer's report. Items included Hall Park Boat Ramp, Hall Park Master Plan, Captain Kirk ADA Ramp, Third Street, Cherry Lane Street Project, and Community Center.

Kiene motioned, seconded by Schneider to table a resolution to approve the final acceptance of the Hall Park Boat Ramp and a resolution to approve Pay Request #3 to Bowker Pinnacle for Hall Park Boat Ramp. Passed 4-0.

Motion made by Schneider, seconded by Rogerson to direct Axiom Consultants to update designs and material lists for the Captain Kirk ADA Ramp. Instructions included removal of two-thirds of the pad, pouring a flat brushed concrete pad, installing a block surrounding wall with drainage, pouring a footing for the birthplace monument behind the west wall, and moving the monument to the west end of the pad. Direction on moving the monument will be provided following Axiom's design for wall height. Passed 4-0.

City Administrator Smith gave a report updating City Council on an easement for Alliant, FY24 Street Finance Report, the sale of 40 W 1st St, SCADA System replacement, FY25 Employee Goals, City Clerk Hiring, and notification of a change in date for the next council meeting from Monday, September 2nd to Tuesday, September 3rd due to Labor Day.

Motioned by Rogerson, seconded by Sexton to pass Resolution 2024-61 approving an easement agreement with Interstate Power and Light (Alliant). Passed 4-0.

Motion made by Kiene, seconded by Rogerson to pass Resolution 2024-63 approving the FY24 Street Finance Report. Passed 4-0.

Motion made by Kiene, seconded by Sexton to approve the purchase agreement for the sale of 40 W 1st St pending the addition of a 365 day project dead line and review by City Attorney. Passed 4-0.

Motion made by Rogerson, seconded by Schneider to select Automatic Systems as the integrator for the SCADA System replacement project. Passed 4-0.

Motion made by Rogerson, second by Kiene to approve FY25 Employee Goals. Passed 4-0.

Motion made by Schneider, seconded by Kiene to approve the position of the City Clerk job profile. Passed 4-0.

City Administrator Smith gave an update on finances through July.

County Supervisor Chairman Bob Yoder presented an update on the status of the EMS property tax levy.

Schneider moved, second by Sexton to adjourn at 8:03 pm. Passed 4-0.

Full content of city council meetings can be viewed on the city website www.riversideiowa.gov.

Next Meeting- Tuesday, September 3rd, 2024 at 6:00 PM

ATTEST:



Cole Smith, City Administrator



Allen Schneider, Mayor

RIVERSIDE CITY COUNCIL SPECIAL MEETING: Wednesday, August 28th, 2024

The Riverside City Council Special Meeting started at 12:00 PM in the Riverside City Council Chambers. Mayor Pro Tem Tom Sexton called the meeting to order, with Lois Schneider and Kevin Mills present. Mayor Allen Schneider, Kevin Kiene, and Ryan Rogerson were absent.

Motion made by Schneider, seconded by Mills to approve agenda. Passed 3-0.

Motion made by Sexton, seconded by Mills to approve consent agenda of a street closing request and alcohol permit for St Mary's Catholic Church Labor Day Event. Passed 3-0.

Schneider moved, second by Mills to adjourn at 12:03 PM. Passed 3-0.

Full content of city council meetings can be viewed on the city website www.riversideiowa.gov.

Next Meeting- Tuesday, September 3rd, 2024 at 6:00 PM

ATTEST:

Cole Smith, City Administrator

Tom Sexton, Mayor Pro Tem

EXPENDITURES SEPTEMBER 3, 2024				
COUNCIL MEETING	BILLS			
1	ACCESS COPIER	LEASE	001-5-650-6496	\$ 408.73
2	ALLIANT ENERGY	PARKS	001-5-430-6371	\$ 528.90
3	ALLIANT ENERGY	SEWER	610-5-815-6371	\$ 802.73
4	ALLIANT ENERGY	CITY HALL	001-5-650-6371	\$ 564.90
5	ALLIANT ENERGY	STREET LIGHTS	001-5-230-6371	\$ 1,437.96
6	ALLIANT ENERGY	FIRE STATION	002-5-150-6330	\$ 951.55
7	ALLIANT ENERGY	WATER	600-5-810-6371	\$ 94.81
8	AXIOM	H PARK MASTER PLAN	301-5-750-6744	\$ 551.25
9	AXIOM	CHERRY LN EXTENTION	301-5-750-6773	\$ 1,357.50
10	AXIOM	ENGINEER	001-5-650-6407	\$ 1,217.50
11	AXIOM	BOAT RAMP	301-5-750-6799	\$ 973.75
12	AXIOM	ADA PLAN	301-5-750-6747	\$ 5,100.00
13	BECKY LaROCHE	CELL STIPEND	001-5-650-6373	\$ 50.00
14	BRYAN LENZ	CELL STIPEND	001-5-430-6373	\$ 50.00
15	CIT SEWER	JET/VAC KIENE	610-5-815-6374	\$ 5,012.58
16	COLE SMITH	CELL STIPEND	001-5-650-6373	\$ 50.00
17	DRAKE UNIVERSITY	ADMIN CLASSES	001-5-650-6300	\$ 4,419.00
18	FP MAILING	LEASE	001-5-650-6506	\$ 86.85
19	FP MAILING	INK	001-5-650-6506	\$ 149.86
20	IOWA PRISON IND	WEIGHT LINIT SIGNS	110-5-210-6415	\$ 121.20
21	J&S PLUNBING	FD-BOILER	002-5-150-6310	\$ 90.00
22	KUM&GO	FD-FUEL	002-5-150-6350	\$ 111.93
23	LOGAN MICHEL	CELL STIPEND	001-5-210-6373	\$ 50.00
24	LYNCH DALLAS P.C.	LEGAL	001-5-640-6411	\$ 737.50
25	MID AMERICAN ENERGY	SHOP	001-5-210-6371	\$ 14.50
26	MID AMERICAN ENERGY	RVFD	002-5-150-6330	\$ 19.41
27	MID AMERICAN ENERGY	C HALL	001-5-650-6371	\$ 14.50
28	PEOPLE SERVICES	SERVICE	600-5-810-6500	\$ 13,140.50
29	PEOPLE SERVICES	SREVICE	610-5-815-6500	\$ 13,140.50
30	PRYAMID	MOWER	001-5-430-6504	\$ 56.42
31	SEIA INS	AUDIT	001-5-650-6400	\$ 668.00
32	SEIA INS	AUDIT - FD	002-5-150-6320	\$ 931.25
33	VEENSTRA & KIMM	WWTP- UV CONSULT	301-5-750-6798	\$ 187.00
34	TOTAL BILLS*****			\$ 53,090.58
35				
36	DELTA DENTAL	BILLING-SEPT	001-5-430-6150	\$ 198.54
37	WELLMARK	BC/BS - SEPT	001-5-620-6150	\$ 2,063.41
38	US CELLULAR	FD	002-5-150-6332	\$ 72.45
39	VERIZON	GATEWAYS *	600-5-810-6373	\$ 63.56
40	LINCOLN NAT'L LIFE	SEPT INSURANCE	001-5-620-6150	\$ 309.56
41	*****	TOTAL PAID BILLS		\$ 2,707.52
42	*****	TOTAL EXPENDITURES		\$ 55,798.10
43				
44	EXPENDITURES by FUND			
45	GENERAL FUND		\$ 12,989.28	
46	FIRE DEPARTMENT		\$ 2,176.59	
47	ROAD USE FUND		\$ 121.20	
48	CASINO FUND		\$ -	
49	CAPITAL PROJECTS		\$ 8,169.50	
50	WATER FUND		\$ 13,342.29	
51	SEWER FUND		\$ 18,999.24	
52	STORM WATER		\$ -	
53	TOTAL EXPENDITURES		\$ 55,798.10	

Becky LaRoche

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<licensingnotification@iowaabd.com>
Sent: Tuesday, August 20, 2024 1:19 PM
To: Becky LaRoche
Cc: licensingnotification@iowaabd.com
Subject: Application App-203637 Ready for Review

Hello,

Application Number App-203637 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: Riverside Casino & Golf Resort, LLC

DBA: RIVERSIDE CASINO & GOLF RESORT, LLC

License Number: LC0048987

Application Number: App-203637

Tentative Effective Date: 8/1/2024

License Type: Class C Retail Alcohol License (LC)

Application Type: Renewal

Amendment Type:

Thank you.

NOTICE: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Becky LaRoche

From: noreply@salesforce.com on behalf of IOWA ABD Licensing Support
<licensingnotification@iowaabd.com>
Sent: Tuesday, August 27, 2024 12:28 PM
To: Becky LaRoche
Cc: licensingnotification@iowaabd.com
Subject: Application App-207624 Ready for Review

Hello,

Application Number App-207624 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: PEPPERCORN FOOD COMPANY, LLC

DBA: Peppercorn Food Company

License Number:

Application Number: App-207624

Tentative Effective Date: 10/4/2024

License Type: Class C Retail Alcohol License (LC)

Application Type: New

Amendment Type:

Thank you.

St. Marys Hall - 5-day

NOTICE: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Schnoebelen - Crosssett Wedding.



STREET CLOSING REQUEST

NAME Travis Riggan

DATE 8-27-24

ORGANIZATION RAC

PHONE 319-541-6394

E-MAIL shop-the-park@gmail.com

EVENT 6th Shop the Park

STREET TO CLOSE River Street from Ylla → Pioneer.

CLOSING DATE 9-8-24 TIME 8 AM

OPENING DATE 9-8-24 TIME 3 PM

CITY COUNCIL AGENDA DATE 9-3-24

RECEIVED BY Blalocke DATE 8-27-24

CITY COUNCIL APPROVED _____ DATE _____

NOTIFIED _____ BY _____

ENGINEER'S REPORT

PROJECT: City of Riverside
DATE: August 28, 2024
TO: City Council
TOPIC: Project Updates

Boat Ramp

- Bowker completed the remaining items on August 28th as requested: Additional revetment installed along mud line, cleaning up extra gravel/rock on west top of slope, and gill and reseed of east side.
- Pay App #3 has been submitted, reviewed and approved by Axiom. It has been tabled at previous meetings and is now recommended for approval being final items completed.
- Letter of acceptance to close out project attached for review and approval. It has been tabled at previous meetings and is now recommended for approval being final items completed.

Hall Park Master Plan

- A final report of Hall Park Master Plan is attached for City Council review and comment.

Capt. Kirk ADA Ramp

- Axiom has developed a 3D rendering based on the direction from City Council to best represent the revised final look.
- Axiom is working on new construction drawings based on referenced direction as provided by City Council.

Third Street

- Axiom is waiting for final direction from City staff and City Council related to stair/ramp connection to Third Street between Glasgow and Washburn.

Cherry Lane

- DRAFT construction drawings have been completed for Cherry Lane and will be provided to City staff and City Council for review and comment. Axiom continues to develop construction drawings based on previously shared concept layout.
- Axiom suggests a work session or separate agenda item at City Council meeting to go over design and expectations of construction from such design.

Community Center

- Axiom and OPN continue to coordinate with City staff and City of Mount Vernon to organize a site visit to Mt Vernon's community center.
- A Steering Committee has been proposed and provided to Cole for his review.

ADA Transition Plan

- All field data has been collected and entered into database and data collection system.
- The draft report has been developed and Axiom is working to complete based on data obtained.
- A draft report is expected to be submitted to the City for review prior to the second council meeting in September.

RESOLUTION #2024-xx

RESOLUTION APPROVING FINAL ACCEPTANCE FROM
BOWKER PINNACLE MECAHICAL CONTRACTORS LLC FOR THE
HALL PARK BOAT RAMP PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, Axiom Consultants, Bryan Boelk, and it is the opinion of the City Engineering Firm that the City Council hereby accepts the final improvements from Bowker Mechanical for the Hall Park Boat Ramp Project.

Therefore, be it resolved the City of Riverside City Council does hereby approve this request for "Final Acceptance" to Bowker Mechanical for the Hall Park Boat Ramp Project.

Moved by Councilperson _____, seconded by Councilperson _____, to approve the foregoing resolution.

Roll Call: Sexton, Schneider, Kiene, Mills, Rogerson

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 3rd day of September, 2024.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk



CIVIL • STRUCTURAL • MECHANICAL • ELECTRICAL • SURVEY • SPECIALTY

ENGINEER'S REPORT

PROJECT: Hall Park Boat Ramp Phase I
DATE: July 29, 2024
TO: City Council
TOPIC: Project Closeout and Acceptance

Please consider this a recommendation from Axiom Consultant to close out the Hall Park Boat Ramp Phase I project and approve the public improvements as constructed under the contract with Bowker Pinnacle Mechanical.

All change orders have been executed and punchlist items have been completed. All final requests for payments from Bowker have been received and retainage suggested to be released. All warranties will be in place with Bowker Pinnacle Mechanical and Axiom will coordinate with the City to set a calendar reminder for a warranty walk-through at the appropriate time per the contract.

Please see below a summary of the financials as it relates to the project, and note that all costs associated with the overruns were due to additional work beyond the contract documents as requested by City Council.

Original Contract Amount = \$133,080.20
Final Contract Amount = \$149,977.20
Difference = +\$16,897.00 (12.69%)

A Final Pay Application (#3) has been submitted and recommended for approval by Axiom. In addition, a Resolution drafted for approval by City Council to officially close out the project.

We thank you for your cooperation, patience, and coordination throughout this project. We hope the City Council, City staff, residents, and visitors find these improvements to be a benefit to the community.

RESOLUTION #2024-XX

RESOLUTION APPROVING PAY REQUEST #3 TO BOWKER
MECHANICAL CONTRACTORS LLC FOR THE
HALL PARK BOAT RAMP PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, Axiom Consultants, Brian Boelk and it is the opinion of the City Engineering Firm that the City Council accept this pay final request #3 in the amount of \$19,352.01 for payment of this project.

Therefore, be it resolved the City of Riverside City Council does hereby accept the Pay Request #3 for work done on the Hall Park Boat Ramp Project through 7/26/24.

It was moved by Councilperson _____, seconded by Councilperson _____ to approve the foregoing resolution.

Roll Call: Sexton, Schneider, Kiene, Mills, Rogerson

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 3rd day of September 2024.

Signed: _____ Date _____

Allen Schneider, Mayor

Attest: _____ Date _____

Becky LaRoche, City Clerk

CONTRACTOR PAY REQUEST

Project: 23-0149.1
Hall Park Boat Ramp Phase I
Contractor: Bowker Mechanical Contractors, LLC

Completed	\$	149,977.20	Contract Amt	\$	149,977.20
Previous Pmt	\$	137,500.20			
Total Est	\$	12,477.00	% Completed		100.00%
Retain	\$	0.00			
NET PAYMENT	\$	19,352.01	Paid to Date	\$	130,625.19

Pay Request No. 3 **Date:** 7/26/2024

ITEM NO.	DESCRIPTION	UNIT	CONTRACT QUANTITY	UNIT PRICE	TOTAL ITEM VALUE	QUANTITY COMPLETE	COMPLETED VALUE
1	CLEARING & GRUBING	LS	1	\$ 10,900.00	\$ 10,900.00	1	\$ 10,900.00
2	TOPSOIL - STRIP, STOCKPILE & RESPREAD	CY	400	\$ 5.00	\$ 2,000.00	400	\$ 2,000.00
3	EARTHWORK	CY	1550	\$ 5.75	\$ 8,912.50	1550	\$ 8,912.50
4	STROM SEWER, 36" PVC	LF	68	\$ 94.70	\$ 6,439.60	68	\$ 6,439.60
5	STROM MANHOLE, SW-401 - 7" DIA.	EA	2	\$ 7,500.00	\$ 15,000.00	2	\$ 15,000.00
6	STORM STRUCTURES, 36" FES	EA	1	\$ 4,430.00	\$ 4,430.00	1	\$ 4,430.00
7	RIP RAP, CLASS B	TON	684	\$ 60.00	\$ 41,040.00	684	\$ 41,040.00
8	MODIFIED SUBBASE	TON	325	\$ 26.30	\$ 8,547.50	325	\$ 8,547.50
9	MACADAM SUBBASE, 18"	TON	683	\$ 28.20	\$ 19,260.60	683	\$ 19,260.60
10	SIGNAGE	LS	1	\$ 2,450.00	\$ 2,450.00	1	\$ 2,450.00
11	TRAFFIC CONTROL	LS	1	\$ 3,100.00	\$ 3,100.00	1	\$ 3,100.00
12	EROSION CONTROL MEASURES	LS	1	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00
13	SEEDING & MULCH - PERMANENT - TYPE 1	AC	0.5	\$ 6,000.00	\$ 3,000.00	0.5	\$ 3,000.00
14	MOBILIZATION	LS	1	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00
CO-1	CLEARING & GRUBBING OF TREES IN WASHINGTON COUNTY ROW OF BOAT RAMP AREA	LS	1	\$ 2,800.00	\$ 2,800.00	1	\$ 2,800.00
CO-2	SEEDING & MULCHING	AC	0.27	\$ 6,000.00	\$ 1,620.00	0.27	\$ 1,620.00
CO-3	EXTRA CLASS E RIP-RAP ALONG BOAT RAMP	TM	1	\$ 12,477.00	\$ 12,477.00	1	\$ 12,477.00
							\$ -
					\$ 149,977.20		\$ 149,977.20

Original Contract Amount: \$133,080.20
Change Order No. 1 Amount: \$2,800.00
Change Order No. 2 Amount: \$1,620.00
Change Order No. 3 Amount: \$12,477.00
Final Contract Amount: \$149,977.20

HALL PARK MASTER PLAN

Prepared For:
City of Riverside

Prepared By:
Axiom Consultants
300 South Clinton Street #200
Iowa City, IA 52240

August 26, 2024

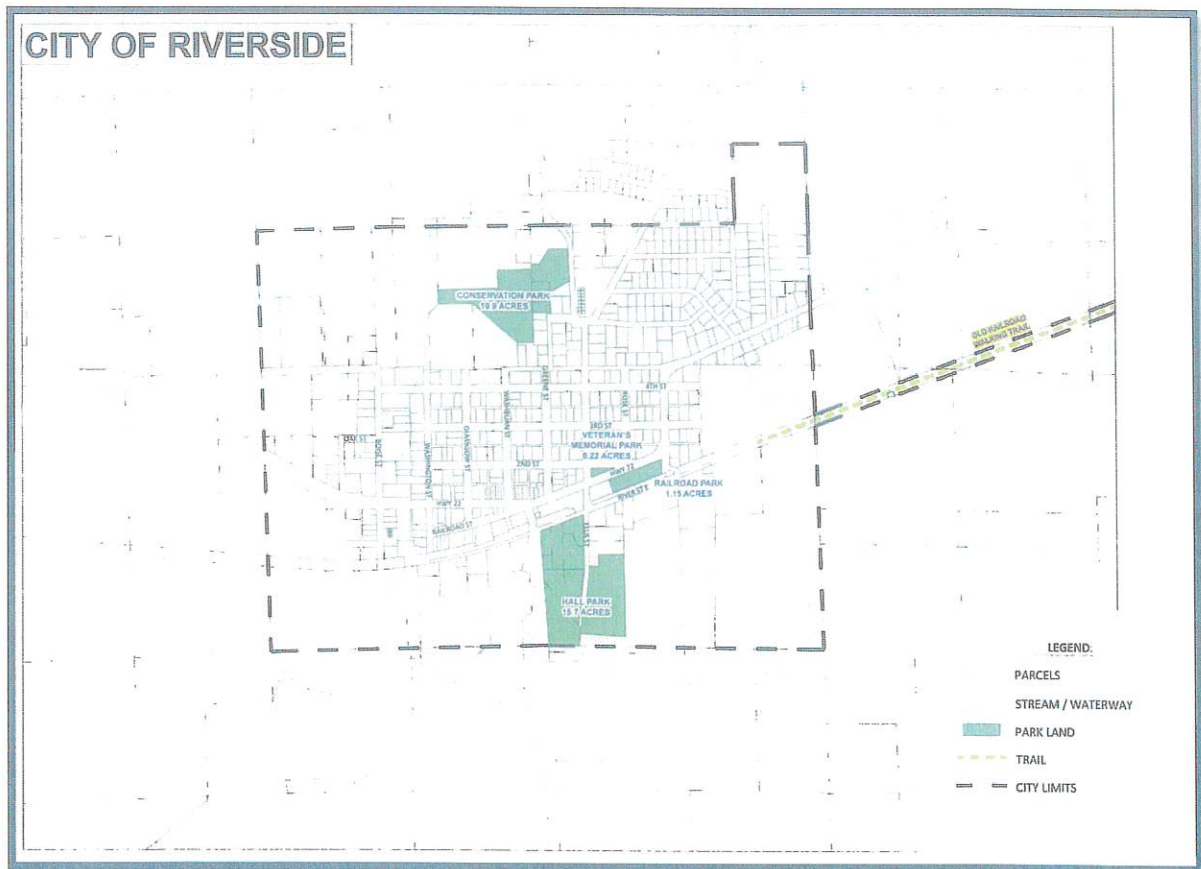


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PROJECT BACKGROUND

Hall Park, located between River Street and the English River, serves as the hub for most summer activities in Riverside, Iowa. From seasonal softball and baseball to the increasing popularity in pickle ball, Hall Park provides the community of Riverside numerous options for entertainment, exercise, and relaxation. Most noticeably, the Annual **Trek Fest** celebration is held at Hall Park the last full weekend of June each year. The Fest features many Star Trek-related events, such as costume contests, viewing Trek episodes, celebrity appearances, food, and live music. The Annual State Fair Talent Show is also held here each year.

Though Hall Park hosts many amenities and events, there has been a desire by the City to consider the future potential of this park and evaluate the existing conditions as it relates to the need for improvements and upgrades. As a result, Axiom Consultants was hired on to provide a Master Plan of Hall Park to be used to initiate future maintenance and improvements, prioritize such improvements, and help budget for such projects.

STAKEHOLDERS

As part of this process, Axiom Consultants discussed and consulted with the following individuals associated with the City of Riverside.

City Administrator – Cole Smith

City Clerk – Becky LaRoche

City Streets – Bryan Lenz

City Council Members – Allen Schneider (Mayor), Lois Schneider, Kevin Kiene,
Tom Sexton, Kevin Mills, and Ryan Rogerson

EXISTING CONDITIONS

Hall Park includes numerous facilities and structures within the park limits. The following is a breakdown and description of each of these amenities.

Covered Stage/Barn

An existing barn-like structure that is utilized as a stage for entertainment purposes such as live bands, contests, dancing, and other featured events during Trek Fest.

Playground Equipment

There are two existing playground areas within the park, featuring a variety of playground equipment. This includes a smaller playground site on the east side of Ella Street, and a larger play area on the west side of Ella Street. Both playground areas consist of wood mulch surfacing and include some older equipment.

Ball Fields

There are two ball fields located within Hall Park, one on each side of Ella Street. These fields are fully lit and include fencing. The fields are in good shape, have been maintained, and appear to be utilized by numerous teams and the community throughout the summer.

Basketball Court

Made up of an asphalt surface, this basketball court is rather small and in need of new basketball hoops or maintenance to the existing hoops. The asphalt surface is in decent shape and consists of some older pavement markings to represent basketball court conditions.

Sand Volleyball Court

The existing sand volleyball court area consists of two adjacent courts, both of which are in good shape. The sand appears to be maintained and free of weeds/debris, and the nets are in good shape.

Tennis/Pickleball Court

There is one tennis court located within Hall Park, which is fenced and fully lit. This tennis court has recently been retrofitted with pavement markings to accommodate two (2) pickleball courts, via the use of a temporary (mobile) pickleball net. This court consists of an asphalt surface and is fully fenced with gate access.

Dog Park

On the east side of Ella Street, north of the ball field, there is a designated dog park. This dog park is rectangular in shape and consists of two grassed areas defined by fencing.

Shelters

There are two existing shelters found within Hall Park. One is a stand-alone open-air shelter located on the south side of River Street, just west of the existing tennis court. This shelter provides a covered roof structure over a paved concrete (PCC) pad, and hosts picnic tables and benches for seating and dining. The other is attached to the existing barn structure and serves a multi-purpose, acting as a stage for specific events throughout the year. Both shelters are in good condition and appear to have significant life and use remaining.

Concession/Restroom

There are two existing concession stands found within Hall Park. One is located on the east side of Ella Street west of the play equipment and north of the ball field. This is a standard CMU block structure, which serves as a concession stand during baseball and softball games and consists of a restroom. The larger concession facility is located on the west side of Ella Street, just north of the ball field. This shelter is also a CMU block structure and includes a restroom as well.

PROPOSED IMPROVEMENTS

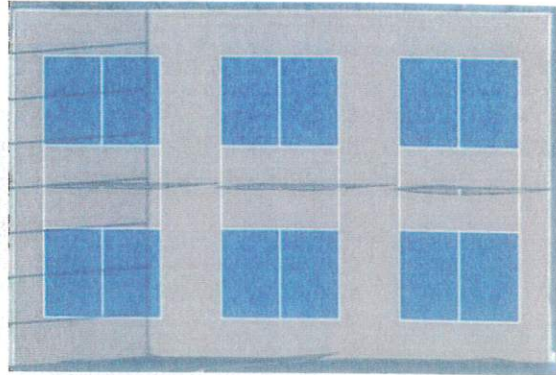
Axiom has developed numerous Master Plan drawing concepts over the past couple of months. Each of these plans were then discussed with City staff and City Council, as we narrowed down the preference by majority of future improvements and added amenities. It should be noted that ADA access and pedestrian connectivity to each of these improvements be strongly considered as part of the design and construction of each improvement. The following is a description of each of the proposed additions as shown in Appendix B, with budget pricing and prioritization to follow.

Pickleball Courts

The increased popularity in pickleball has taken the country by storm, and the City of Riverside is no different. The existing tennis court has been modified to accommodate pickleball games

and a women's league has started this summer. With that, the desire to add dedicated courts to Hall Park makes complete sense and has risen to the top of the priority list.

Per discussions with City staff, City Council, and the community, we are suggesting the installation of three (3) new standard courts dedicated solely to pickleball. Such courts are suggested to be located at the northwest corner of Hall Park, which is also the southeast corner of River Street and Pioneer Street. This location provides enough space for three courts and provides easy access to the City owned parking lot at the northwest corner of River Street and Pioneer, and lines itself up well for future on-street parking planned to be constructed along the south side of River Street as part of a future River Street Reconstruction project.



We recommend the design and construction of standard-sized pickleball courts with appropriate spacing around all edges, which results in a 30'x60' footprint per court. The three courts are to be fully fenced in a contiguous fashion (side by side), and lighting is to be included. Fencing and/or seating should be considered between each of the three courts, as well as the inclusion of any shade or seating area, drinking fountain, or garbage cans. Some fill and grading will be required to construct these courts and proper stormwater drainage is to be evaluated and taken into consideration as part of the design and construction.

Stage Improvements

During the discussion period with City Council and City staff, it was noted several times that there is a need to make the fan experience more accessible and easier to participate for events held at the stage located within the Barn. With that, the recommended improvements for this existing amenity is to utilize grading and hard surface to allow for accessible pedestrian connectivity, and a graded surface feasible for dancing and audience involvement.



Playground – Soft Fall Surface

To better improve the safety of children and those using the existing playground equipment on the west side of Ella Street, the recommended improvements are to install a soft fall surface,



similar to that completed at Railroad Park. In addition, we recommend the review and assessment of pedestrian connectivity and accessibility to the playground with the intent to design and construction sidewalk improvements so that everyone in the community can fully take advantage of the equipment. It should be noted that the existing equipment is to be analyzed and assessed in terms of condition and safety, with the mindset that only the west portion of the existing equipment is to be included in these improvements and some of the east pieces of equipment are to be removed or not included as part of the improvements.

Basketball Court



Due to the size and condition of the existing basketball court, it was determined that a new basketball court be installed prior to the retrofit of the existing basketball court into the open-air shelter. This basketball court is to be bigger than the existing one, but not intended to be a full-size court. The new basketball court is to be located between the existing sand volleyball court and existing stage/barn, just west of Ella Street. This location currently consists of an open, flat piece of ground, that will serve well for an application such as this basketball court. The basketball court can be designed and built with a concrete (PCC) or asphalt (HMA) surface, though our recommendation would be to utilize concrete (PCC).

Open-Air Shelter

Utilizing the asphalt surface of the existing basketball court as the pad for this shelter, the desire is to build an open-air shelter that consists of a solid roof structure over the asphalt pad. This area is to then serve as a multi-use location during Trek Fest or other events as it relates to covered dining area, staging area, and hard surface



New Signage



Like much of the signage around the City of Riverside, the Hall Park sign is outdated and appears aesthetically aged. Prior discussions with City staff have consisted of the potential for future new branding and signage as a whole for the City, so it is recommended that if Hall Park improvements are to move forward that this sign be considered for an upgrade to be consistent with future intentions. The existing sign is a stand alone sign made from wood and painted white, consisting of the words "HALL PARK", and centrally located along the south side of River Street.

Outside the initial priority items of improvement, there was discussion related to potential future improvements and additions on a more long-term basis. These items include:

Future Parking

Future parking has been considered as popularity and use increase within the community for Hall Park and the proposed improvements. Such parking has been designated as on-street parking along the south side of River Street as part of the future River Street Reconstruction project, as well as to the south side of Hall Park along Ella Street. This provides additional parking within locations we see desired to access the sport courts (pickleball, tennis, sand volleyball, and basketball) as well as the ball fields and future campground.

Campgrounds

The southeast corner of Hall Park consists of a significant amount of open space as well as the previous demolition derby track pit that is no longer in use. This area is located all within the 100-year floodplain, which minimizes options for use as it relates to structures and utilities. Thus, we feel this is an excellent location to serve as a primitive campground with area for picnics, tent camping, and open field recreational activities.

PROJECT PRIORITIZATION

As a result of discussions with City staff and City Council, the following is our suggested order of priority based on interaction with the community and assessment of existing conditions. Please note, this is subject to change and to be determined by the City Council and City staff up review.

- Priority 1 – Addition of three (3) new pickleball courts with pedestrian connectivity.
- Priority 2 – Improvements to Stage audience and participation area to provide better pedestrian access and crowd involvement.
- Priority 3 – Construction of new basketball court south of sand volleyball court with pedestrian connectivity.

- Priority 4 – Installation of new soft fall surface and pedestrian connectivity for existing west playground area, specifically around the newer equipment as depicted in the Master Plan drawing, of new basketball court south of sand volleyball court.
- Priority 5 – Construction of open-air shelter via use of existing basketball court as hard surface pad of shelter and assessment of pedestrian connectivity.
- Priority 6 – New signage for Hall Park to replace the existing, and in coordination of future additional sign replacement around the City of Riverside.

BUDGET PLANNING

Opinion of Costs for each of the improvements and additions are provided in Appendix C for reference and planning purposes by the City of Riverside. These costs, as estimated as of this fall 2024, and are on an Order of Magnitude to be used as a reference so that money can be budgeted for implementation and installation as desired and able. See below for an estimated cost for each of the proposed improvements based on the scope as currently understood.

- Priority 1: Pickleball Courts (3) - \$85,000 - \$125,000
- Priority 2: Stage Improvements - \$25,000 - \$50,000
- Priority 3: New Basketball Court - \$35,000 - \$65,000
- Priority 4: West Playground Soft Fall Surface - \$175,000 - \$225,000
- Priority 5: Open Air Shelter - \$75,000 - \$100,000
- Priority 6: Signage - \$3,500 - \$8,500

Please note, we have provided a range of costs knowing that details and finishes may vary significantly, which would then impact the overall costs. These costs may also fluctuate based on how much additional pedestrian connectivity and accessibility is provided. More detailed Opinion of Costs will be provided for each project specifically once the design is initiated.

SUMMARY

Hall Park is a critical component to the City of Riverside community, as well as all visitors and guests. This park covers a large geographic area and is full of amenities and a variety of recreational opportunities. Nestled along the English River, and consisting of well-established and mature trees, Hall Park provides a unique gathering space and destination for many throughout the year.

Axiom has been fortunate to evaluate Hall Park and provide recommendations to the City, receiving valuable feedback and direction from City staff and City Council throughout the process. Our recommendations are for Council to review our priority list of improvements, discuss, and ultimately agree on a plan to address via individual projects which could then be designed and constructed. As part of this process, financial planning and strategies can be used to accommodate for the funding needed to complete such improvements within a certain timeframe as desired by City staff, Council, and Commissions.

RESOLUTION #2024-xx

RESOLUTION APPROVING FINAL ACCEPTANCE FROM
ALL AMERICAN CONCRETE, INC.
FOR THE HALL PARK BOAT RAMP PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, Axiom Consultants, Bryan Boelk, and it is the opinion of the City Engineering Firm that the City Council hereby accepts the final improvements from All American Concrete for the City Hall ADA ramp Project.

Therefore, be it resolved the City of Riverside City Council does hereby approve this request for "Final Acceptance" to All American Concrete, LLC for the City Hall ADA Ramp project.

Moved by Councilperson _____, seconded by Councilperson _____, to approve the foregoing resolution.

Roll Call: Sexton, Schneider, Kiene, Mills, Rogerson

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 3rd day of September, 2024.

Signed: _____ Date: _____

Allen Schneider, Mayor

Attest: _____ Date: _____

Becky LaRoche, City Clerk



CIVIL · STRUCTURAL · MECHANICAL · ELECTRICAL · SURVEY · SPECIALTY

ENGINEER'S REPORT

PROJECT: Captain Kirk ADA Ramp
DATE: August 28, 2024
TO: City Council
TOPIC: Project Closeout and Acceptance

Please consider this a recommendation from Axiom Consultant to close out the Captain Kirk ADA Ramp project and approve the public improvements as constructed under the contract with All American Concrete, Inc (AACI).

All change orders have been executed and punchlist items have been completed based on the original design and construction documents as contracted with AACI. All final requests for payments from AACI have been received and retainage suggested to be released. All warranties will be in place with AACI and Axiom will coordinate with the City to set a calendar reminder for a warranty walk-through at the appropriate time per the contract.

Please see below a summary of the financials as it relates to the project.

Original Contract Amount = \$35,022.00
Final Contract Amount = \$33,546.60
Difference = -\$1,475.40

A Final Pay Application (#3) has been submitted and recommended for approval by Axiom. In addition, a Resolution drafted for approval by City Council to officially close out the project.

We thank you for your cooperation, patience, and coordination throughout this project and will continue to work on the next phase of improvements as recently discussed and directed.

RESOLUTION #2024-XX

RESOLUTION APPROVING FINAL PAY REQUEST #3
TO ALL AMERICAN CONCRETE, INC.
FOR CITY HALL ADA RAMP PROJECT

Whereas, the City of Riverside City at the recommendation of the City Engineering Firm, Axiom Consultants, Brian Boelk, and it is the opinion of the City Engineering Firm that the City Council accept this final pay request #3 for All American Concrete, Inc. for work completed through August 16, 2024 on the City Hall ADA Ramp Project.

Therefore, be it resolved the City of Riverside City Council does hereby accept the pay request #3 in the amount of \$1677.33

It was moved by Councilperson _____ seconded by Councilperson _____, to approve the foregoing resolution.

Roll Call: Sexton, Schneider, Kiene, Mills, Rogerson

Ayes:

Nays:

Absents:

PASSED AND APPROVED by City Council of Riverside, Iowa, on this 3rd day of September, 2024.

Signed: _____ Date _____

Allen Schneider, Mayor

Attest: _____ Date _____

Becky LaRoche, City Clerk

PAYMENT APPLICATION

TO: City of Riverside P.O. Box 188 Riverside, Iowa 52327 Attn:	PROJECT NAME AND LOCATION: Riverside Cptn Kirk ADA Ramp Captain Kirk ADA Ramp, Riverside, Iowa Riverside, Iowa 52327	APPLICATION # 3 Final PERIOD THRU: 08/16/2024 PROJECT #s: DATE OF CONTRACT: 03/22/2024	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/>
FROM: All American Concrete, Inc. 1489 Highway 6 West Liberty, IA. 52776	ARCHITECT:		
FOR: Riverside Captain Kirk ADA Ramp			

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below.
Continuation Page is attached.

1. CONTRACT AMOUNT	\$35,022.00
2. SUM OF ALL CHANGE ORDERS	(\$2,000.00)
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$33,022.00
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$33,546.60
5. RETAINAGE:	
a. 0.00% of Completed Work (Columns D + E on Continuation Page)	\$0.00
b. 0.00% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$0.00
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$33,546.60
7. LESS PREVIOUS PAYMENT APPLICATIONS <i>✓ include BE</i>	\$31,869.27
8. PAYMENT DUE	\$1,677.33
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	(\$524.60)

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$0.00	(\$2,000.00)
Total approved this month	\$0.00	\$0.00
TOTALS	\$0.00	(\$2,000.00)
NET CHANGES	(\$2,000.00)	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: All American Concrete, Inc.

By: Jodi Ammon Date: 8-16-24

State of: Iowa
County of: Muscatine

Subscribed and sworn to before me this 16th day of August 2024

Notary Public: Nicole Polito
My Commission Expires: 10/17/25



ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT..... \$1,677.33

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT: Bruce Sells Date: 8/22/2024

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

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PROJECT: Riverside Cptn Kirk ADA Ramp
 Captain Kirk ADA Ramp, Riverside, Iowa

APPLICATION #: 3 Final
 DATE OF APPLICATION: 08/16/2024
 PERIOD THRU: 08/16/2024
 PROJECT #s:

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT		D COMPLETED WORK		E AMOUNT THIS PERIOD	F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
		QTY	\$ AMT	AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD						
COR 1	Deduct for wall reinstall (\$2,000.00) PER LS	1.00	(\$2,000.00)	1.00	(\$2,000.00)	0.00	\$0.00	(\$2,000.00)	100%	\$0.00	\$0.00
1	Grading & Prep \$4,500.00 PER LS	1.00	\$4,500.00	1.00	\$4,500.00	0.00	\$0.00	\$4,500.00	100%	\$0.00	\$0.00
2	Removal of Pavement \$61.00 PER SY	24.00	\$1,464.00	28.40	\$1,732.40	0.00	\$0.00	\$1,732.40	118%	(\$268.40)	\$0.00
3	Rem/Salv. Existing Retaining Wall \$4,000.00 PER LS	1.00	\$4,000.00	1.00	\$4,000.00	0.00	\$0.00	\$4,000.00	100%	\$0.00	\$0.00
4	Sidewalk, PCC, 4" \$98.00 PER SY	11.00	\$1,078.00	15.40	\$1,509.20	0.00	\$0.00	\$1,509.20	140%	(\$431.20)	\$0.00
5	Viewing Pad, PCC, 4" \$93.00 PER SY	44.00	\$4,092.00	43.30	\$4,026.90	0.00	\$0.00	\$4,026.90	98%	\$65.10	\$0.00
6	ADA Ramp, PCC \$23.00 PER SF	60.00	\$1,380.00	60.00	\$1,380.00	0.00	\$0.00	\$1,380.00	100%	\$0.00	\$0.00
7	Handrail \$200.00 PER LF	28.00	\$5,600.00	28.00	\$5,600.00	0.00	\$0.00	\$5,600.00	100%	\$0.00	\$0.00
8	Mobilization \$6,000.00 PER LS	1.00	\$6,000.00	1.00	\$6,000.00	0.00	\$0.00	\$6,000.00	100%	\$0.00	\$0.00
9	Stamped & Colored Concrete \$157.00 PER SY	44.00	\$6,908.00	43.30	\$6,798.10	0.00	\$0.00	\$6,798.10	98%	\$109.90	\$0.00
TOTALS			\$33,022.00		\$33,546.60	\$0.00	\$0.00	\$33,546.60	102%	(\$524.60)	\$0.00

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2024 Iowa League of Cities Annual Conference Budget

Expense	QTY	Rate	Total
Milage	650 Miles	\$ 0.67	\$ 435.50
Meals	2.5 Days	\$ 50.00	\$ 125.00
Hotel (Wed and Thurs)	2 Nights	\$ 120.00	\$ 240.00
Conference Registration	1	\$ 295.00	\$ 295.00
Total			\$ 1,095.50